



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bill Pease • Vice-President – Robert Leete • Director – Kevin Graves • Director – Mark Simon • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday August 17, 2016
REGULAR MEETING 7:00 P.M.
Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Pease
2. Pledge of Allegiance – Led by Vice-President Leete
3. Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update regarding the report along with other fire engine sources provided assistance from other counties. Chief Henderson provided an update regarding Auto Aid; also, provided an update regarding LAFCO Municipal Service Review; also, introduced a new director Megan Bell.

D. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of special meeting for August 3, 2016
2. Approval of DRAFT minutes of regular meeting for August 3, 2016
3. Approval of DRAFT minutes of special meeting for August 6, 2016
4. Approve Register of District Invoices
5. Consider approval of the report and authorize the General Manager to sign the Notice of Completion for the Equipment Cover Project and release the remaining retention.
6. Consider approval of the report and authorize the General Manager to sign the Notice of Completion for the Secondary Improvement Project – Plant No. 2 and release the remaining retention.
7. Consider approving the 2016 Salary Schedule as recommended by the Interim General Manager.

Motion by: Vice-President Leete to approve the Consent Calendar with the 2016 Salary Schedule attached for agenda item D-7.

Second by: Director Simon

Vote: Motion Carried – AYES: 5, NOES: 0

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of July 2016

Project Manager Berney Sadler – Provided the details of the July 2016 Monthly Operations Report.

F. BUSINESS AND ACTION ITEMS

1. Consider authorizing the agency comment request – DP16-3032 – Discovery Bay Country Club Existing Guard Shack Relocation.

President Pease recused himself for agenda item F-1 due to his membership on the Association's Board. Vice-President Leete chaired for this item.

Motion by: Director Simon to authorize the Interim General Manager to send a letter on behalf of the Town of Discovery Bay recommending approval of the proposed administrative review application for the Discovery Bay Country Club Home Owners Association existing Guard Shack relocation.

Second by: Director Steele

Vote – Motion Carried – AYES: 4 – Vice-President Leete, Director Graves, Director Simon, Director Steele, NOES: 0, RECUSED: 1 – President Pease

2. Consider approval to waive fees for the Odyssey of the Mind program for the use of the Discovery Bay Community Center Art Room for the 2016-17 school year.

There was discussion between the Board, the Parks and Landscape Manager, the General Manager regarding the proposed improvements to be installed by the Odyssey of the Mind for last year's use of the classroom space.

Motion by: Vice-President Leete to approve the waiver of the fees for the Odyssey program 2016-17 School Year, and refer the matter to the Park and Recreation Committee to assure the completion of the previous commitment for the 2015-16 School year as well as to ensure an appropriate community contribution for the current school year is proposed and completed.

Second by: President Pease

Vote: Motion Carried – AYES: 3 – President Pease, Vice-President Leete, Director Steele, NOES: 1 – Director Simon, ABSTAIN: 1 – Director Graves

G. INFORMATIONAL ITEMS ONLY (NO ACTION NECESSARY)

None

H. PRESENTATIONS

None

I. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Graves – Provided update regarding the Cecchini Property conservation easement.

Director Steele – Provided an update regarding the Byron Union School District meeting – finishing the bond and funding – renovating portables.

J. MANAGER'S REPORTS – Discussion and Possible Action

None

K. GENERAL MANAGER'S REPORT – Discussion and Possible Action

General Manager Kutsuris – Provided an update on the information from the Health Department regarding the Algae Bloom. The board requested the sign be modified to clarify the information which comes from the County Health Department.

General Manager Kutsuris – Informed the board that the County Traffic Engineer has been invited to an informal meeting on September 1, 2016 from 3:30 p.m. to 5:00 p.m. at the Community Center to discuss the traffic issues that have been raised by the community.

L. DISTRICT LEGAL COUNSEL REPORT

None

M. SUB-COMMITTEE UPDATES – Discussion and Possible Action

1. Water and Wastewater Committee – Next meeting August 30, 2016
2. Park and Recreation Committee – Will meet August 18, 2016

N. CORRESPONDENCE – Discussion and Possible Action

1. Received – East Contra Costa Fire Protection District meeting minutes for July 11, 2016
2. Received – California Special Districts Association regarding 2017 CSDA Committee & Expert Feedback Team Participation – August 1, 2016

O. PUBLIC RECORD REQUESTS RECEIVED

None

P. FUTURE AGENDA ITEMS

None

Q. ADJOURNMENT

1. The meeting adjourned at 7:27 p.m. to the next Regular meeting of September 7, 2016 starting at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 08-18-16

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